

**STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday September 16, 2024**

CALL TO ORDER

The meeting was called to order at 6:30 pm by President Shubert.

PRESENT

David Renninger, Secretary; Tom Shubert, President; Emily Hegner, Rich Bedell, Carla Wyckoff, Angela Daniel

ABSENT

Craig Mancuso, Vice President

OTHERS PRESENT

Gale Koritansky, Director; Jennifer Hale, Fiscal Officer; Katie Allen, HR Specialist

PUBLIC

Emily Troyer, Development Officer

Mrs. Troyer gave the board a presentation on the history of funding and fundraising for the library as well as introduced some ideas she has for moving forward. The first step would be reinstating the Funding Initiatives Committee of the Board of Trustees.

MINUTES

MOTION NO. 240916-1 APPROVE AUGUST 19, 2024 MINUTES

Hegner moved, Wyckoff seconded:

RESOLVED: That the Board Minutes of August 19, 2024 regular meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Renninger, Wyckoff, Hegner, Shubert

NAYS:

Motion carried.

FINANCE

MOTION NO. 240916-2 APPROVE AUGUST TREASURER’S REPORT

Hegner moved, Renninger seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for August 2024.

MTD Bank Report for Year 2024 Month 08 - STOW MUNROE FALLS PUB LIB

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0001	MAIN CHECKING ACCOUNT	310,246.40	160,956.54	384,371.40	0.00	0.00	86,831.54
0002	PAYROLL CHECKING ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00
0004	BUILDING PROJECT CHECKING ACCT	0.00	0.00	0.00	0.00	0.00	0.00
0009	IMPREST FUNDS	300.00	0.00	0.00	0.00	0.00	300.00
0020	CERTIFICATES OF DEPOSIT	0.00	0.00	0.00	0.00	0.00	0.00
0021	STAR OHIO - INVESTMENTS	1,826,886.06	8,414.30	0.00	0.00	0.00	1,835,300.36
0024	STAR OHIO BLDG - INVESTMENTS	88,900.10	409.46	0.00	0.00	0.00	89,309.56
0029	STAR PLUS OHIO - INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
0030	US BANK - REDTREE INVESTMENTS	713,318.15	3,926.36	0.00	0.00	0.00	717,244.51
0206	US BANK - FROEBE ENDOWMENT	509,759.05	2,805.89	0.00	0.00	0.00	512,564.94
10 Banks		3,449,409.76	176,512.55	384,371.40	0.00	0.00	3,241,550.91

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Wyckoff, Renninger, Hegner, Shubert

NAYS:

Motion carried.

MOTION NO. 240916-3 ADVANCES OF LOCAL TAXES

Hegner moved, Renninger seconded:

RESOLVED: Now, therefore be it resolved by the Board of Trustees of the Stow-Munroe Falls Public Library:

Section I. That the Auditor of Summit County be, and she is hereby, requested to issue an order to the Treasurer of Summit County to pay the Fiscal Officer of this Library Board such funds as may be available for distribution by said County Treasurer.

Section II. That the Fiscal Officer be, and she is hereby, authorized to sign the necessary documents to secure such advances and also the secondary documents to secure the semi-annual settlement with the County Treasurer during the calendar year 2025.

Section III. That the authorization herein conferred shall extend to any advances for tax year 2024 that may be payable during the calendar year 2025.

Section IV. That the Fiscal Officer of the Library Board be, and she is hereby, authorized and directed to certify and send a copy of this resolution to the County Auditor as may be necessary to make this resolution effective.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Wyckoff, Renninger, Hegner, Shubert
NAYS:

Motion carried.

**MOTION NO. 240916-4 ACCEPT SUMMIT COUNTY BUDGET COMMISSION
CERTIFICATION**

Wyckoff moved, Renninger seconded:

RESOLVED: That the Board of Trustees accepts the amounts and rates as determined by the Budget Commission, as shown on the tax levy certificate. Please see attached copy.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Hegner, Renninger, Wyckoff, Shubert
NAYS:

Motion carried.

PROGRAM

DIRECTOR'S REPORT

MOTION NO. 240916-5 ACCEPT THE DIRECTOR'S REPORT

Wyckoff moved, Hegner seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the month of August 2024.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Renninger, Hegner, Wyckoff, Shubert
NAYS:

Motion carried.

DISCUSSION ITEMS

Ms. Koritansky stated that she is still working with the Friends of the Library on the MOU (Memorandum of Understanding) that we are asking them to sign.

BOARD COMMITTEES

BUILDING & GROUNDS

Ms. Hegner stated the Building and Grounds Committee recommends:

MOTION NO. 240916-6 APPROVE HIRING THOMPSON ELECTRIC FOR INSTALLATION OF THE EV CHARGING STATION

RESOLVED: That the Board of Trustees approves hiring Thompson Electric for electrical services for installation of the EV Chargers in the parking lot (see proposal attached).

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Renninger, Wyckoff, Hegner, Shubert

NAYS:

Motion carried.

FINANCE

Mr. Bedell stated that Finance Committee met this evening and the Fiscal Officer presented the reports. Mr. Bedell stated everything is in order.

HUMAN RESOURCES

Ms. Koritansky stated that we have been working on updating all the job descriptions and would like to schedule a meeting with the committee in the next couple months.

LEGISLATION/RULES

Ms. Daniel stated the Legislation/Rules Committee recommends the following:

MOTION NO. 240916-7 ADOPT BOARD POLICY: SOCIAL MEDIA SITES POLICY

RESOLVED: That the Board of Trustees adopts the Board Policy: Social Media Sites Policy as follows:

Purpose of the Library's Social Media Sites

The Stow-Munroe Falls Public Library (SMFPL) maintains social media sites to share information about library programs, events (including those co-sponsored with other organizations), services, collections, and resources. These sites are intended to encourage dialogue and the exchange of information and knowledge between users and Library staff concerning these topics. Additionally, the Library's social media presence may be used to notify the public of Library employment opportunities. The Library's social media sites are not intended to be traditional public forums for the general exchange of ideas and viewpoints, but rather limited forums focused on discussing reading, books, and library-related matters.

Agreement

By engaging with or posting on the Library's social media sites, users agree to comply with this policy and the Library's policies on Behavior and Conduct, as applicable.

Disclaimer

The Library is not responsible for the content of third-party posts on its social media sites, and such posts do not reflect the opinions or positions of the Library, its employees, or its Board of Trustees. Users should have no expectation of privacy regarding their posts on Library-sponsored social media sites. By using these sites, users consent to the Library's right to access, monitor, and read any postings.

Ownership

By posting on the Library's social media sites, users grant the Library permission to use their name, profile picture, and the content of their posts without compensation or liability on the Library's part.

Public Comments and Posts

All interactions on the Library's social media sites will be monitored and reviewed for content and relevance. The Library reserves the right to remove or edit posts at its discretion. Content posted is subject to the Library's Behavior and Conduct and Social Media policies. Violations of these policies may result in users being banned from the Library's social media sites and/or facilities, and authorities may be contacted if necessary.

Expectations for Online Behavior and Content

- **Stay on topic:** Comments and posts should be book, reading, or library related.
- **Respect others:** Users should interact respectfully and constructively.
- **Privacy and Safety:** Do not post personal information about yourself or others without consent.
- **No Spam or Commercial Content:** Spam, commercial content, and solicitations will be removed.
- **Intellectual Property:** Do not post copyrighted or trademarked materials without permission.

- **Prohibited Content:** Posts containing offensive, derogatory, obscene, threatening, or abusive language, or hate speech will be removed. Harassing, stalking, or unlawful behavior is not tolerated.
- **Accuracy:** Do not post false or misleading information.

Unacceptable Behavior and Content

The Library will remove posts or comments that are:

- Off-topic or irrelevant
- Duplicated or repetitious
- Threatening or defamatory
- Harassing or hateful
- Commercial or spam
- Infringing on intellectual property rights
- Obscene or profane
- Disclosing personal information
- Sexually explicit or involving child pornography
- Political views
- False or misleading
- Compromising public safety or security

Reporting Violations

Users may report potential violations through the internal messaging system on the relevant social media platform or by using the Library’s “Contact Us” account.

Procedures for Removal of Content and Blocking Users

- **Removal of Content:** Posts that violate this policy will be reviewed by the Library Director or a designated staff member. If a violation is found, the post will be hidden.
- **Blocking Users:** Repeated violations may result in blocking. Users will be notified of the block and provided with the policy and the appeal process. They may continue to communicate with the Library via the “Contact Us” account.

Appeal Process

Users who have been blocked or have had content removed may appeal the decision in writing to the Library Board of Stow-Munroe Falls Public Library. The appeal process will be communicated, and notifications will be sent as appropriate.

Review and Updates

This policy is subject to review and updates to ensure compliance with legal and operational standards.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Renninger, Wyckoff, Hegner, Shubert
 NAYS:

Motion carried.

LONG RANGE PLANNING

Mr. Renninger stated that there will not be another meeting until next year.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mr. Shubert stated they will meet in October.

NEW BUSINESS

MOTION NO. 240916-8 MOTION TO ADJOURN

Bedell moved, Renninger seconded to adjourn the meeting at 7:31 pm.

All were in favor.

Motion carried.

Secretary

Board President

Jennifer Hale
Fiscal Officer

SUMMIT COUNTY BUDGET COMMISSION CERTIFICATION OF TAX LEVY
(ORC Sections 5705.34 & 5705.35)

POLITICAL ENTITY: **STOW-MUNROE FALLS LIBRARY (Summit & Portage Counties)**
ESTIMATE

Tax Year 2024/Collection Year 2025

THE VALUATIONS AND TAX RATES REFLECT TAX YEAR 2023/COLLECTION YEAR 2024

LEVIES INSIDE and OUTSIDE 10 MILL LIMITATION, INCLUSIVE OF DEBT LEVIES

Date: August 5, 2024

1. RES/AG REAL VALUE	1,120,978,970	*PORTAGE	12,156,930	TOTAL	1,133,135,900
2. OTHER REAL VALUE	302,383,190		27,350		302,410,540
3. TOTAL RES/AG & OTHER REAL VALUE	1,423,362,160		12,184,280		1,435,546,440
4. PUBLIC UTILITY PERSONAL VALUE	19,189,790		166,800		19,356,590
5. TOTAL REAL & PUBLIC UTILITY VALUE	1,442,551,950		12,351,080		1,454,903,030

FUND TYPE CLT FUND #	PURPOSE	Authorized by the Voters on Ballot MO/DA/YR	Number of Years Levy to Run	Tax Year Begins/Ends	Collection Year Begins/Ends	Maximum Rate Authorized to be Levied	REDUCTION FACTOR	EFFECTIVE RATE TO BE/LEVED	THIS ESTIMATE REFLECTS LESS THE PENDING EXEMPTION ASSESSED VALUATION					
									RES/AG	OTHER	ROLL BACK			
GENERAL 01 00	Current Expense	Replace/Inc. 05/04/10	Cont.	10/NA	11/NA	2.00	0.356781 0.265575	1.286478 1.488850	\$1,457,607	\$442,386	\$38,713	\$1,938,706	Y	
TOTALS						2.00		1.286478 1.488850	\$1,457,607	\$442,386	\$38,713	\$1,938,706		
									TOTAL REAL & P U LESS PENDING EXEMPTION VALUE	1,453,655,710				
									RES/AG REAL PENDING EXEMPTION	114,320				
									OTHER REAL PENDING EXEMPTION	1,232,400				

NOTE: The ROLLBACK column added to this certificate represents the recently passed state budget, beginning with tax year 2013 the ten and two and one-half percent rollbacks will no longer apply to new levies that are enacted after the August 2013 election. These non-qualifying levies include additional levies, the increase portion of renewal with increase levies, and the full effective millage of replacement levies. Levies that will continue to qualify for application of the rollbacks are levies approved at or before the August 2013 election, inside and charter millage as they appear on the 2013 tax list, renewals of qualified levies, and the substitute of qualified school district emergency levies under Revised Code section 5705.190. In this column the Y indicates the levy qualifies for the 10% and 2 1/2% rollback. The N indicates the levy does not qualify for the 10% and 2 1/2% rollback.



FACSIMILE PROPOSAL COVER PAGE

To: Mike Deiwert	From: John Haag
E: mldeiwert@gmail.com	Fax #: (330) 686-2362
Company: Stow-Munroe Falls, Public Library	Tel #: (330) 686-2300, ext. 3039
Subject: S/M Public Library EV Charging Stations, foundation and Fire Extinguished location.	
10/25/24 1:30 PM	E-mail: john@thompstonelectric.com

Per your request regarding the above-mentioned project, Thompson Electric Inc. is pleased to submit this, quotations, at \$ 10,000.00 (Ten thousand, Dollars) and to include the following:

We will furnish all labor, material, equipment, EV Block precast foundation, Charger mounting/wiring/commissioning, Bollard installation and all final connections for operation per J.M. Verostko, Inc. drawings, dated 06-05-24, drawing SE 1.0.

Note: Additional cost for stand (in concrete), weather proof Cabinet and Lithium Battery rated F-500 Fire Extinguisher, mounted to Code regulations and distances/clearances = \$ 1,250.00 (One thousand, two hundred fifty Dollars).

Total cost with extinguished = \$ 11,250.00.

Please note:

- 1) All labor quoted at regular time labor rates (Monday – Friday, 7:30am – 4:00pm).
- 2) This cost does not include any costs for Engineering, drawings or drawing submittals (Permit cost allowance included).
- 3) This cost does NOT include costs for an EV post sign or ground decal.
- 4) EV Charger (FBO), 2-60-amp feeder breaker are to be existing, in the Panel.

We appreciate you allowing Thompson Electric Inc. the opportunity to submit this quote. If you have any questions or concerns, please do not hesitate to call me at (330) 686-2300 ext. 3039.

Thank you,

John C. Haag
 Commercial Service & Small Jobs
 Division Manager/Estimator

Work approved by _____ Date _____

Please sign and fax a copy of this proposal to Thompson Electric Inc. with approval and call to schedule the completion of this scope of work (pricing good for **30-days** from date on proposal).